



Mr. Robert Bocchino, P.E., Manager of
Engineering
Rockaway Valley Regional S.A.
RD#1 Greenbank Road
Boonton, NJ 07005-9602

Proposals for Professional Services 2025 Annual Engineering Consulting Services

December 2, 2024

Dear Mr. Bocchino:

Mott MacDonald
111 Wood Avenue South
Iselin
NJ 08830-4112
United States of America

T +1 (800) 832 3272
mottmac.com

Thank you again for the opportunity to continue to serve the RVRSA and its team in the coming year in conjunction with the above-referenced solicitation for General Consulting Engineering Services. As you have indicated, our services are requested for an annual period commencing on January 1, 2025 through December 31, 2025. As discussed, the intent of the service offering is to have the ability to provide task-oriented engineering consulting services throughout the coming year of a generally on-call nature. Accordingly, you have set aside an anticipated budget of \$50,000 for such services.

It is our understanding that the general services are not defined or planned at this time but the intent is to establish this contract and evaluate what general engineering consultation services are needed as the year progresses.

Agreement Terms

Mott MacDonald proposes to provide the above-referenced consulting services on a reimbursable basis for actual time and expenses in accordance with the attached 2025 Rate Table. Work will be performed based upon written directive from the RVRSA's Board or its Executive Director, based upon an agreed scope of work.

We understand that costs above the approved contract amount or task amount will not be paid without prior authorization. As such, we will not conduct work, beyond the budgeted contract amount, without prior authorization in writing. In this instance, we request that the Authority provide an e-mail advising us that we are authorized to proceed with work that is in excess of the approved contract amount or task amount, recognizing that a formal contract amendment or authorization would come at a later date.

We acknowledge the following:

- Invoices are to be e-mailed to you monthly.
- In order for invoices to be paid at the next board meeting, invoices must be submitted by the 25th of each month.
- Along with the invoice, a description of the work done by each person and the corresponding hours.
- Work described as “billing, invoicing” or similar thereto will not be paid
- When a contract or subtask reaches 75% of budget (\$37,500), we will e-mail to you as you have prescribed in your request letter regarding status, completion and budgetary needs. Overall, we recommend a check-in call monthly, to see how the budget is proceeding along with task completion but also to identify if new service needs are on the horizon. Also, we will take the opportunity to review invoicing.
- Issues relative to AR/AP should first be addressed with you. Our AR contact is Patricia Ventura patricia.ventura@mottmac.com

Mott MacDonald Personnel

These and all services to RVRSA will continue to be led by Christopher Wohlleb, Senior Project Manager, under the direct supervision of Kevin P. Wynn, PE, PP, CME, Vice President. Both our local NJ water resources team as well as our global solutions team stand ready to provide support to deliver solutions to you.

Our proposed rate table is attached along with the completed Business Entity Disclosure Form and other requested formwork.

Disclosure

As indicated in prior years, Mott MacDonald does perform work for the Jersey City MUA. If a conflict arises between work performed by Mott MacDonald for Jersey City MUA and work performed by Mott MacDonald for RVRSA, then we will recuse ourselves from the resolution of conflicts.

If you have any questions or need additional information, do not hesitate to contact me. We thank you for the opportunity to serve the RVRSA again and look forward to a productive consulting year.

Very truly yours,

Mott MacDonald



Michael A. Polito, Jr., P.E.
Vice President, NJ Portfolio Manager
732.333.3287
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Christopher Wohlleb
Senior Project Manager
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cc JoAnn Mondsini
Kevin Wynn

RVRSA
Mott MacDonald

2025 Hourly Rate Table

Principals / Principal Project Managers / Principal Engineers.....	\$228.00 to \$333.00
Sr. Project Engineer / Sr. Project Architect / Sr. Project Manager /	
Sr. Project Geologist / Sr. Project Scientist	\$181.00 to \$287.00
Sr. Specialist V / Sr. Designer V	\$158.00 to \$222.00
Sr. Inspector IV/V / Sr. Surveyor IV/V	\$141.00 to \$228.00
Project Engineer / Engineer IV / Project Architect / Architect IV /	
Project Manager	\$158.00 to \$251.00
Project Geologist / Geologist IV / Project Scientist / Scientist IV.	\$129.00 to \$201.00
Engineer II/III / Architect II/III.	\$122.00 to \$204.00
Specialist III/IV / Designer III/IV.	\$100.00 to \$177.00
Scientist II/III / Geologist II/III.....	\$90.00 to \$146.00
Engineer I / Architect I	\$93.00 to \$141.00
Scientist I / Geologist I.....	\$82.00 to \$107.00
Inspector III / Surveyor III / Specialist I/II	\$88.00 to \$140.00
Assistant Surveyor I/II / Assistant Inspector I/II	\$93.00 to \$107.00
Technicians	\$75.00 to \$103.00
Administration / Project Support	\$77.00 to \$143.00

*** Hourly rates for special consultations and services in conjunction with litigation are available on request.**

EXPENSES

Personal Auto / Company Auto	\$0.67 ¹ / mile
Company Vans / Company Pick-Up.....	\$0.67 ¹ / mile
Photocopies & Offset Reproduction	Variable
UPS / Federal Express /Postage /Messenger Service.....	Variable
Subcontractors (including Contract Laboratory).....	Direct + 15%
Mobile Devices	Variable
Field Equipment.....	Variable
Travel / Lodging Per Diem.....	As Incurred

¹per IRS standard mileage rate (rate as of January 1, 2024 is shown – subject to change)

Invoices are payable within 30 days of invoice date.

Delinquent bills are subject to finance charges of 1.5% per month.

The client shall pay attorney fees, court costs, and related expenses incurred in the collection of delinquent accounts.

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

Part I – Vendor Affirmation

The undersigned, being authorized and knowledgeable of the circumstances, does hereby certify that the **Mott MacDonald, LLC** has not made and will not make any reportable contributions pursuant to N.J.S.A. 19:44A-1 et seq. that, pursuant to P.L. 2004, c. 19 would bar the award of this contract in the one year period preceding January 1, 2025 to any of the following named candidate committee, joint candidates committee; or political party committee representing the elected officials of the Rockaway Valley Regional Sewerage Authority as defined pursuant to N.J.S.A. 19:44A-3(p), (q) and (r).

SEE ATTACHED LIST	

Part II – Ownership Disclosure Certification

☒ I certify that the list below contains the names and home addresses of all owners holding 10% or more of the issued and outstanding stock of the undersigned.

Check the box that represents the type of business entity:

- ☐ Partnership ☐ Corporation ☐ Sole Proprietorship ☐ Subchapter S Corporation
☐ Limited Partnership ☒ Limited Liability Corporation ☐ Limited Liability Partnership

Name of Stock or Shareholder	Home Address
	See attached Ownership Disclosure Statement

Part 3 – Signature and Attestation:

The undersigned is fully aware that if I have misrepresented in whole or part this affirmation and certification, I and/or the business entity, will be liable for any penalty permitted under law.

Name of Business Entity: Mott MacDonald, LLC

Signature of Affiant: Michael A. Polito, Jr. Title: Vice President

Printed Name of Affiant: Michael A. Polito, Jr. Date: November 14, 2024

Subscribed and sworn before me this 14th day of November, 2024.

My Commission expires:

Karen Marcotullio

KAREN MARCOTULLIO
NOTARY PUBLIC OF NEW JERSEY
My Commission Expires Oct. 24, 2025

Andrew R. Davis
(Witnessed or attested by)
Andrew R. Davis, Asst. Sec.

(Seal)

MOTT MACDONALD, LLC

STATEMENT OF OWNERSHIP

Mott MacDonald, LLC, a Delaware limited liability company, is a wholly-owned subsidiary of Mott MacDonald Group, Inc., a Delaware corporation headquartered in Iselin, New Jersey. Mott MacDonald Group, Inc. is 100% owned by Mott MacDonald International Limited, a corporation organized under the laws of England and Wales. Mott MacDonald International Limited is 100% owned by Mott MacDonald Group Limited, a corporation organized under the laws of England and Wales.

No individual shareholder owns more than 10% of Mott MacDonald Group Limited.

MOTT MACDONALD, LLC

By: 

Andrew R. Davis
Assistant Secretary

BUSINESS ENTITY DISCLOSURE CERTIFICATION
FOR NON-FAIR AND OPEN CONTRACTS
Required Pursuant To N.J.S.A. 19:44A-20.8
ROCKAWAY VALLEY REGIONAL SEWERAGE AUTHORITY

The following is statutory text related to the terms and citations used in the Business Entity Disclosure Certification form.

“Local Unit Pay-To-Play Law” (P.L. 2004, c.19, as amended by P.L. 2005, c.51)

19:44A-20.6 Certain contributions deemed as contributions by business entity.

5. When a business entity is a natural person, a contribution by that person's spouse or child, residing therewith, shall be deemed to be a contribution by the business entity. When a business entity is other than a natural person, a contribution by any person or other business entity having an interest therein shall be deemed to be a contribution by the business entity.

19:44A-20.7 Definitions relative to certain campaign contributions.

6. As used in sections 2 through 12 of this act:

“business entity” means any natural or legal person, business corporation, professional services corporation, limited liability company, partnership, limited partnership, business trust, association or any other legal commercial entity organized under the laws of this State or of any other state or foreign jurisdiction;

“interest” means the ownership or control of more than 10% of the profits or assets of a business entity or 10% of the stock in the case of a business entity that is a corporation for profit, as appropriate;

Temporary and Executing

12. Nothing contained in this act shall be construed as affecting the eligibility of any business entity to perform a public contract because that entity made a contribution to any committee during the one-year period immediately preceding the effective date of this act.

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**The New Jersey Campaign Contributions and Expenditures Reporting Act (N.J.S.A. 19:44A-1 et seq.)**

**19:44A-3 Definitions.** In pertinent part...

p. The term "political party committee" means the State committee of a political party, as organized pursuant to R.S.19:5-4, any county committee of a political party, as organized pursuant to R.S.19:5-3, or any municipal committee of a political party, as organized pursuant to R.S.19:5-2.

q. The term "candidate committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) for the purpose of receiving contributions and making expenditures.

r. the term "joint candidates committee" means a committee established pursuant to subsection a. of section 9 of P.L.1973, c.83 (C.19:44A-9) by at least two candidates for the same elective public offices in the same election in a legislative district, county, municipality or school district, but not more candidates than the total number of the same elective public offices to be filled in that election, for the purpose of receiving contributions and making expenditures. For the purpose of this subsection: ...; the offices of member of the board of chosen freeholders and county executive shall be deemed to be the same elective public offices in a county; and the offices of mayor and member of the municipal governing body shall be deemed to be the same elective public offices in a municipality.

**19:44A-8 and 16 Contributions, expenditures, reports, requirements.**

*While the provisions of this section are too extensive to reprint here, the following is deemed to be the pertinent part affecting amounts of contributions:*

“The \$300 limit established in this subsection shall remain as stated in this subsection without further adjustment by the commission in the manner prescribed by section 22 of P.L.1993, c.65 (C.19:44A-7.2)

**Attachment to Business Entity Disclosure Certification**  
**For Non-Fair and Open Contracts**  
**For**  
**Rockaway Valley Regional Sewerage Authority**  
**2024-2025 List of Elected Officials pursuant to N.J.S.A. 19:44A-20.8**  
**Newly Elected in Bold**

**Town of Boonton**

Any contribution to the candidate committee or political party committee to elect the following Mayor and the Board of Aldermen:

Jim Lynch, Mayor – Term expires 12/31/27

**Daniel Balan – Term expires 12/31/26**

**Marie DeVenezia – Term expires 12/31/26**

**Benjamin Weisman – Term expires 12/31/26**

**Cyril Wekilsky – Term expires 12/31/26**

Jacob W. Hettrich – Term expires 12/31/25

John Meehan – Term expires 12/31/25

Robert J. Murray - Term expires 12/31/25

Alexis Minson - Term expires 12/31/25

**Township of Boonton**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Committee members:

Brian Honan, Mayor - Term expires 12/31/24

Thomas Donadio – Term expires 12/31/26

Brian Honan – Term expires 12/31/26

**Thomas Sanfilippo, Jr. – Term expires 12/31/27**

Paul Allieri – Term expires – 12/31/25

William Klingener – Term expires 12/31/25

**Township of Denville**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Council members:

Thomas W. Andes, Mayor- Term expires 12/31/27

Gary Borowiec – Term expires 12/31/25.

Glenn R. Buie – Term expires 12/31/25.

Christopher P. Golinski – Term expires 12/31/25.

Christina Kovacs – Term expires 12/31/25

Angela-Maria Cote - Term expires 12/31/27

Louis Maffei - Term expires 12/31/27

Robert Simpson - Term expires 12/31/27

### **Town of Dover**

Any contribution to the candidate committee or political party committee to elect the following Mayor and the Board Aldermen:

James P. Dodd, Mayor Elect – Term expires 12/31/27

**Geovani Estacio - Term expires 12/31/26**

**Marcos Tapia – Term expires 12/31/26**

**Sandra Milena Wittner - Term expires 12/31/26**

**Veronica Velez - Term expires 12/31/26**

Sergio Rodriguez - Term expires 12/31/25

Arturo Santana - Term expires 12/31/25

Michael Scarneo - Term expires 12/31/25

Claudia P. Toro – Term expires 12/31/25

### **Township of Randolph**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Council members:

**Joseph Hathaway - Term expires 12/31/28**

**Christine Carey – Term expires 12/31/28**

**Joanne Veech - Term expires 12/31/28**

Helene Elbaum - Term expires 12/31/26

Mark Forstenhausler - Term expires 12/31/26

Lou Nisivoccia – Term expires 12/31/26

Marie Potter - Term expires 12/31/26 (Resigned 2024)

Denise Thornton - Term expires 12/31/26

### **Borough of Rockaway**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Council members:

Thomas Mulligan, Mayor - Term expires 12/31/27

**Thomas J. Haynes, III - Term expires 12/31/27**

**James R. Hurley - Term expires 12/31/27**

**Andrew Agliata - Term expires 12/31/25**

Thomas Slockbower - Term expires 12/31/25

Robert Smith -Term expires 12/31/25

Melissa Burnside - Term expires 12/31/26

Patrick McDonald Term expires 12/31/26



### **Township of Rockaway**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Committee members:

Joseph Jackson, Mayor – Term expires 12/31/27  
Douglas Brookes - Term expires 12/31/25  
Rachel Brookes - Term expires 12/31/25  
Emanuel Friedlander - Term expires 12/31/25  
Mary Noon - Term expires 12/31/25  
John J. Quinn - Term expires 12/31/25  
Jonathan Sackett- Term expires 12/31/25  
Howard Kritz – Term expires 12/31/27  
Adam Salberg – Term expires 12/31/27  
Pawel Wojtowicz – Term expires 12/31/27

### **Borough of Victory Gardens**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Council members:

**David Holeman, Jr., Mayor – Term expires 12/31/28**  
**Ondria Garcia-Montes – Term expires 12/31/27**  
**Kendyll Hedgepath - Term expires 12/31/27**  
Vera Cheatham – Term expires 12/31/25  
James Glass – Term expires 12/31/25  
Stuart Hale - Term expires 12/31/26  
Ismael Lorenzo, Sr. – Term expires 12/31/26

### **Borough of Wharton**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Committee members:

William J. Chegidden, Mayor – Term expires 12/31/26  
**Nicole Wickenheisser – Term expires 12/31/27**  
**Thomas Yeager – Term expires 12/31/27**  
Robert Norton – Term expires 12/31/25  
Paola Vasquez – Term expires 12/31/25  
Vincent Binkoski - Term expires 12/31/26  
Ana Jones – Term expires 12/31/26

**City of Jersey City**

Any contribution to the candidate committee or political party committee to elect the following Mayor and Council members:

Steven M. Fulop, Mayor  
Joyce Watterman  
Daniel Rivera  
Amy M. DeGise  
Denise Ridley  
Mira Prinz-Arey  
Richard Boggiano  
Yousef J. Saleh  
James Solomon  
Frank E. Gilmore